

Component Command Advisory Council

23 March 2004

Supplemental Materials

DEPENDENTS EDUCATION COUNCIL
NOVEMBER 6, 2002

SUBJECT: Teacher Transfer Program SY 2002-2003

BACKGROUND: The Department of Defense Education Activity conducted a pilot transfer program for DoDDS teachers designed to facilitate more transfers into and out of hardship areas. The program was conducted between April 8 and May 31, 2002, to fill vacancies for the beginning of SY 2002-2003.

DISCUSSION: The many changes that were implemented as part of the SY 2002-2003 Transfer Program pilot resulted in a successful program which moved 359 educators. This is the largest number of transfers since SY 1999-2000, when 372 educators were transferred. The following four (4) attachments provide more detailed information about the transfer program:

1. Teacher Transfer Program Pilot Summary of Changes for SY 2002-2003
2. Transfer Program Highlights
3. Transfers by District SY 2002-2003
4. Staffing History – SY 2002-2003

The transfer program does not appear to have made a significant impact on local hiring. To date, 368 educators have been hired locally for SY 2002-03. Of the local hires, 272 were hired in Europe and 96 in the Pacific. For SY 2001-02, 407 educators were hired locally. Of the 407, 300 were hired in Europe and 107 in the Pacific. For SY 2000-01, 452 educators were hired locally, 354 in Europe and 98 in the Pacific. During school year 2001-02, a total of 63 local hires were appointed after October 17. For school year 2000-2001, a total of 94 local hires were appointed after October 17. Based on an average of the local hires after October 17, it is projected that the total of local hires for school year 2002-2003 will equal or exceed that of the previous two years.

For use at: November 6, 2002, DEC Meeting
Prepared by: Patti Ross, Personnel Staffing Specialist

TEACHER TRANSFER PROGRAM PILOT
SUMMARY OF CHANGES FOR SY 2002-2003

- Eligibility Changes:
 - ✓ Criteria standardized – locally converted permanent employees eligible to apply in 2nd instead of 3rd year of continuous service
 - ✓ New group created (A+) – highest priority for educators who were willing to list all non-hardship locations
 - ✓ Annual application for educators selecting Group A locations only if applying in non-RAT year
 - ✓ 1st year appointees, reappointees and returnees from LWOP not eligible to apply
 - ✓ New requirement to remain in place 2 years after receiving a transfer through the Transfer Program with the exception of employees who have been excessed.
 - ✓ Recency of experience or training requirement dropped
 - ✓ Compassionate reassignment group dropped from the program
 - ✓ Groups C and A+ not limited to 14 location choices
 - ✓ Allowed group and location choices changes before each round
- Vacancy Reporting
 - ✓ Required reporting of vacancies
 - ✓ Used vacancies created during transfer round for next round without checking local hire availability
 - ✓ Used projected elementary teacher vacancies
 - ✓ Posted vacancy lists on Personnel Center web page prior to each transfer round

TRANSFER PROGRAM HIGHLIGHTS

Results

- 360 transfers – largest number since SY 99-00 when 372 educators were transferred.
- 24 of the 26 educators in the A+ group were placed.
- 41% of all applicants were placed
 - 31% of those placed received their first location choice.
 - 13% of those placed received their second location choice.
- Movement between areas
 - 116 transfers from the Pacific to Europe (including 4 to Cuba)
 - 74 transfers from Europe to the Pacific (including 3 from Cuba)
 - 126 transfers within Europe (including 4 from Cuba)
 - 44 transfers within the Pacific
 - 182 educators moved out of one-year (hardship) areas.
 - 7 from Cuba
 - 30 from the Isles District
 - 20 from the Japan District
 - 43 from the Korea District
 - 35 from the Mediterranean District
 - 47 from the Okinawa District
 - 114 educators moved into one-year (hardship) areas
 - 4 to Cuba
 - 20 to the Isles District
 - 15 to the Japan District
 - 23 to the Korea District
 - 15 to the Mediterranean District
 - 37 to the Okinawa District
- 35 elementary educators were transferred from the Pacific to Europe; the number for SY 01-02 was 12.

Changes with the greatest impact

- Mandatory reporting of vacancies and increased accountability
- Filling vacancies created during each round without checking local hire availability
 - 7 backfill vacancies were created in Cuba; 4 were filled by transfers.
 - 129 backfill vacancies were created in Europe; 91 were filled by transfers.
 - 269 backfill vacancies were created in the Pacific; 69 were filled by transfers.
- Publishing vacancy listing prior to beginning of each round and allowing amendments to categories, groups and locations.

Transfers by District 2002-03

| Current Location | | Transfer Location | | | | | | | | | | | |
|--|------|-----------------------|------------|---------------|--------|-------|---------|-------------------------|-------|-------|---------|-------------------------|-------|
| District | Cuba | Total Placed in DDESS | Heidelberg | Mediterranean | K'Town | Isles | Bavaria | Total Placed in DoDDS-E | Japan | Korea | Okinawa | Total Placed in DoDDS-P | Total |
| DDESS | | | | | | | | | | | | | |
| Cuba | 0 | 0 | 2 | 1 | 0 | 0 | 1 | 4 | 3 | 0 | 0 | 3 | 7 |
| Sub Total | 0 | 0 | 2 | 1 | 0 | 0 | 1 | 4 | 3 | 0 | 0 | 3 | 7 |
| DoDDS-E | | | | | | | | | | | | | |
| Heidelberg | 0 | 0 | 2 | 5 | 3 | 3 | 3 | 16 | 9 | 3 | 4 | 16 | 32 |
| Mediterranean | 0 | 0 | 6 | 10 | 11 | 6 | 4 | 37 | 7 | 3 | 6 | 16 | 53 |
| Kaiserslautern | 0 | 0 | 3 | 5 | 4 | 2 | 4 | 18 | 10 | 4 | 5 | 19 | 37 |
| Isles | 0 | 0 | 3 | 4 | 7 | 9 | 11 | 34 | 4 | 4 | 1 | 9 | 43 |
| Bavaria | 0 | 0 | 2 | 3 | 1 | 6 | 5 | 17 | 6 | 3 | 2 | 11 | 28 |
| Sub Total | 0 | 0 | 16 | 27 | 26 | 26 | 27 | 122 | 36 | 17 | 18 | 71 | 193 |
| DoDDS-P | | | | | | | | | | | | | |
| Japan | 0 | 0 | 12 | 2 | 8 | 11 | 15 | 48 | 9 | 3 | 11 | 23 | 71 |
| Korea | 4 | 4 | 9 | 4 | 7 | 7 | 3 | 30 | 4 | 3 | 3 | 10 | 44 |
| Okinawa | 0 | 0 | 5 | 4 | 8 | 6 | 11 | 34 | 2 | 2 | 6 | 10 | 44 |
| Dist Office | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 1 |
| Sub Total | 4 | 4 | 26 | 10 | 23 | 24 | 29 | 112 | 16 | 8 | 20 | 44 | 160 |
| Total | 4 | 4 | 44 | 38 | 49 | 50 | 57 | 238 | 55 | 25 | 38 | 118 | 360 |
| ** 74 transfers from Europe to the Pacific (including 3 from Cuba) | | | | | | | | | | | | | |
| **116 transfers from the Pacific to Europe (including 4 to Cuba) | | | | | | | | | | | | | |
| **126 transfers within Europe (including 4 from Cuba) | | | | | | | | | | | | | |
| **44 transfers within the Pacific | | | | | | | | | | | | | |

HISTORY OF LOCAL/ CONUS/TRANSFER STAFFING BY DISTRICT IN EUROPE

| | BAVARIA | BRUSSELS | HEIDELBERG | HESSEN | ISLES | KTOWN | MED | TURKEY | EUROPE TOTAL |
|-----------------|------------|-----------|------------|-----------|------------|------------|------------|-----------|--------------|
| SY 99-00 | | | | | | | | | |
| LOCAL | 70 | 30 | 43 | 34 | 34 | 58 | 62 | 26 | 357 |
| CONUS | 17 | 21 | 28 | 12 | 13 | 22 | 18 | 29 | 160 |
| TRANSFER | 23 | 26 | 15 | 22 | 33 | 30 | 34 | 30 | 213 |
| TOTAL | 110 | 77 | 86 | 68 | 80 | 110 | 114 | 85 | 730 |
| SY 00-01 | | | | | | | | | |
| LOCAL | 56 | 43 | 65 | 31 | 27 | 66 | 42 | 24 | 354 |
| CONUS | 27 | 25 | 24 | 22 | 12 | 17 | 29 | 22 | 178 |
| TRANSFER | 31 | 12 | 20 | 24 | 23 | 28 | 23 | 26 | 187 |
| TOTAL | 114 | 80 | 109 | 77 | 62 | 111 | 94 | 72 | 719 |
| SY 01-02 | | | | | | | | | |
| LOCAL | 69 | 31 | 57 | | 42 | 58 | 43 | | 300 |
| CONUS | 47 | 20 | 34 | | 31 | 9 | 30 | | 171 |
| TRANSFER | 47 | 9 | 32 | | 26 | 22 | 34 | | 170 |
| TOTAL | 163 | 60 | 123 | | 99 | 89 | 107 | | 641 |
| SY 02-03 | | | | | | | | | |
| LOCAL | 53 | | 65 | | 47 | 71 | 36 | | 272 |
| CONUS | 33 | | 32 | | 39 | 31 | 24 | | 159 |
| TRANSFER | 57 | | 44 | | 50 | 49 | 38 | | 238 |
| TOTAL | 143 | | 141 | | 136 | 151 | 98 | | 669 |



**DEPARTMENT OF DEFENSE
DEPENDENTS SCHOOLS
OFFICE OF THE DIRECTOR, EUROPE
UNIT 29649 BOX 7000
APO AE 09096**

January 16, 2004

General Burwell B. Bell III
Commanding General
United States Army Europe and Seventh Army
Unit 29351
APO AE 09014-9351

Dear General Bell,

DoDDS-Europe has announced plans to make changes in the Outdoor Education program beginning August 2004. The changes will result in Outdoor Education activities being offered on site or closer to schools across the European Area. At the close of the 2003-2004 School year, DoDDS-E will close its Outdoor Education Center, Hinterbrand Lodge, located in the Bavarian Alps near Berchtesgaden in the extreme southeastern corner of Germany. Coordination is underway with the 6th Area Support Group in Stuttgart to arrange for the transfer of this facility from DoDDS to IMA-Europe. DoDDS is currently the sole user of the facility.

The existing program is an expensive and challenging program to operate for many reasons. As the school system reorganized over the years, the geographic area served by the lodge grew. Today, any of the 112 schools across Europe can send students to the lodge sometimes at considerable transportation costs. In the last two years, many schools and districts have had to eliminate participation due to growing costs for transportation. Force protection has become a major issue as well. The lodge is under the footprint of the 6th ASG; however, it is geographically separated. The nearest military support installation is in Garmisch and miles away on mountainous roads.

During the past two years, DoDDS-E has had to cease operations for weeks at a time at the lodge due to increased force protection conditions. On-site security is provided; however during periods of increased threat lengthy closures have been the norm. DoDDS-E does not have the funds to contract a security force to provide additional protection required by the USAREUR Security Assessment.

Facility maintenance is also a growing concern. The drawdown in Germany in the early 1990's dramatically reduced the level of military support for maintenance and repair. Today, the lodge is covered by a limited Facility Maintenance agreement. The remote location makes it costly for major contractors to perform repairs, expansion, and major facilities improvements are not funded in the existing budget.

Inequities are created for schools and districts in their ability to fund trips or get force protection clearance to travel to the lodge. Distant locations must send a bus and pay for the driver to wait for the number of days involved since it is more costly to have buses make 2 round trips. Other schools must consider the potentially prohibitive expense of flying students. Many schools are forced to curtail participation and others are unable to go due to security/travel concerns.

Over the years, DoDDS-E has maintained a commitment to the lodge and an appreciation of the valuable experience that it has offered to students. The Outdoor Education Program has been a great enrichment program when funding was available and when force protection conditions allowed us to operate with reasonable security provisions. That is not the case today. As a result, DoDDS-E must look for alternative ways to provide a similar enrichment program. It makes good sense to offer these same experiences as close to home as possible.

The Outdoor Education Program is not an activity that can only be delivered in the German Alps. The program uses a curriculum that can be implemented in a variety of different settings and environments. The major change will be to refocus these efforts at local sites to create a viable program for students.

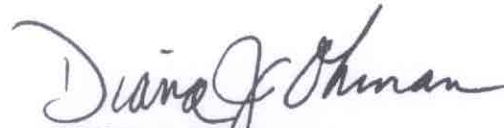
Many of our existing military communities have facilities or programs with which we could partner to teach the skills embraced in the Outdoor Education curriculum. A number of secondary schools now run an approved class in Outdoor Education as part of their exploratory wheel. Many installations have training areas, rappelling training centers, ropes and obstacle courses, and Outdoor Recreation Centers that may provide promising opportunities for collaboration and partnership. DoDDS-E JROTC programs and service-oriented clubs could help in establishing an environment in which local schools will offer such an alternative.

What we cannot recreate is the natural beauty of the Alps and the aesthetics that the lodge has offered; however, given the inconsistencies of security concerns and considerable costs, continuing operation of the lodge is a luxury that we cannot continue. We can more prudently invest our resources in developing local Outdoor Education opportunities. DoDDS-Europe is currently working with the staff of Hinterbrand Lodge and the District Superintendents to develop guidelines that will be used by schools and districts to continue Outdoor Education training and opportunities for all students at the middle school level.

You need to have our rationale for the changes we are making to this popular program. I am certain we will have some disappointed customers; however, we will work diligently to provide an equally valuable experience closer to home for our students. We will be sure to publicize the change widely among commanders, parents and students in the communities we serve. Our timeline calls for operations to cease at the end of the current school year. Our logistics team will develop a closure plan to relocate materials and personnel. My staff is working with personnel and labor organization officials to place the US employees affected by the closure. We do have one local national employee

and will ask for local HRO assistance. My project officer for this initiative is Dr. Candace Ransing, Deputy Director DoDDS-Europe, DSN 338-7614 or CIV 0611-380-7614.

Sincerely,

A handwritten signature in dark ink, appearing to read "Diana J. Ohman". The signature is fluid and cursive, with the first name "Diana" being the most prominent part.

DIANA J. OHMAN
Director, DoDDS-Europe

cc:
Senior Enlisted Advisor
School Liaison Officer

Army in Europe Component Commander's Advisory Council (CCAC)
AGENDA ITEM

ISSUE: Hinterbrand Lodge

SUBMITTED BY: General H.H.Arnold High School SAC, Wiesbaden, Germany

BACKGROUND:

DODDS plans to close the Hinterbrand Lodge and its associated outdoor education program.

Recommendation: Continue the outdoor education program.

DESIRED OUTCOME:

If it is beyond the realm of possibility to keep Hinterbrand Lodge open then we would propose that another self-contained Outdoor Activity center be obtained, possibly in the Garmisch area, where logistical support is available.

We believe that a completely self-contained center similar to Hinterbrand Lodge, with overnight sleeping accommodations, is the best choice for an Outdoor Education activity of this nature. If all possibilities are explored and nothing suitable can be obtained for a self-contained center, then the last choice would be to provide a location where a daily in-house program could be conducted.

To: Ms. Diana Ohman
Director, DoDDS Europe

Thru: Mr. Larry Sessions
Principal, Gen. H.H. Arnold HS

Subject: Projected closure of Hinterbrand Lodge

After talking with teachers that have been at Hinterbrand, listening to student's reactions after their experience there and reading reactions from parents, we would like you to reconsider the projected closing of Hinterbrand Lodge. It seems like this is the best esteem and character building activity that is offered by DoDDS. As one parent commented: "At the end of the experience, my daughter felt like she could conquer the world! She had a much deeper understanding of herself and others." A student commented: "I didn't think I could do that, but you know what, I did it! The next time that I'm faced with a problem that I think is too hard for me....I'll always remember this day."

If it is beyond the realm of possibility to keep Hinterbrand Lodge open then we would propose that another self-contained Outdoor Activity center be obtained, possibly in the Garmisch area, where logistical support is available.

We believe that a completely self-contained center similar to Hinterbrand Lodge, with overnight sleeping accommodations, is the best choice for an Outdoor Education activity of this nature. If all possibilities are explored and nothing suitable can be obtained for a self-contained center, then the last choice would be to provide a location where a daily in-house program could be conducted.

We believe that the benefits of this program are of such importance that it is imperative that some sort of program be continued.

Thanks for your time,

Gen. H.H. Arnold SAC committee

FORCE MANAGEMENT
POLICYASSISTANT SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, DC 20301-4000

JUL 11 2002

MEMORANDUM FOR DIRECTOR, DEPARTMENT OF DEFENSE EDUCATION
ACTIVITYSUBJECT: Waiver of Tuition for a Class of Space-Available Students Enrolled in
the Department of Defense Dependents Schools (DoDDS)

The Secretary of Defense is authorized by Section 1404 (c) of Public Law 95-561, "Defense Dependents' Education Act of 1978," as amended, 20 U.S.C. 923(c) to identify classes of dependents who may enroll in DoDDS if and to the extent that there is space available and to waive tuition for any of such classes. Through DoD Directive 1342.13, "Eligibility Requirements for Education of Minor Dependents in Overseas Areas," dated July 8, 1982, as amended, paragraph 5.3.4., the Secretary has delegated to my office the authority to identify those classes of dependents for which tuition may be waived.

I hereby designate for enrollment on a space-available, tuition-free basis the classes of individuals who are dependents of military and diplomatic personnel participating in the Partnership for Peace (PfP) in Brussels and Mons, Belgium; Naples, Italy; London, United Kingdom; Brunssum, Netherlands; and Oberammergau, Germany, and dependents of active diplomatic, defense attaché and military liaison personnel from the Newly Independent States (NIS) of the former Soviet Union assigned at Ankara, Turkey. This waiver authorizes PfP dependents in Oberammergau to enroll in grades K-8 at the DoDDS' Garmisch Elementary School in Garmisch-Partenkirchen, Germany. Since DoDDS does not operate a school in Oberammergau for students in grades 9-12, PfP dependents in Oberammergau in these grades are not entitled to enroll in any tuition-free school at U.S. Government expense. Any increase in sites may only be effected by an additional waiver. This waiver is effective School Year (SY) 2002-03 through SY 2004-05, and allows: (1) an enrolled PfP dependent to complete the SY if his sponsoring nation receives a NATO invitation or (2) a PfP or NIS dependent to complete the school year if his sponsor departs his PfP or NIS assignment. No DoD funds may be used to hire additional English as a Second Language instructors for PfP or NIS dependents. Accordingly, either the NATO forces or the PfP and NIS sponsors must ensure PfP



Dependents are prepared for English language instruction. U.S. Mission, NATO must certify to DoDDS that individuals enrolling are within the classes identified in this waiver.

Please ensure that the waiver is published in the Federal Register and is reflected in the next revision of DoD Directive 1342.13.



Charles S. Abell

Executive Summary

Revisions to DoD Directive 1015.5 are as follows:

- Update titles and organizational activities
- Update references
- Basic Allowance for Housing or Quarters (BAH/BAQ) or Living Quarters Allowance (LQA) will no longer be included as income for determining eligibility for free or reduced price meals.
- Any excess lunches that are produced may be offered but shall not be claimed for general or special cash assistance provided by USDA.
- Waiver of basic meal requirements that are the result of a disability/handicap must be signed by a licensed physician. The SFA must provide the meal substitution.
- Ensure that meal payment collection procedures are devised to prohibit overt identification of children eligible to receive free and reduced-price meals.
- Claim reimbursement at the assigned rates only for reimbursable free, reduced price and paid lunches served to eligible children. Additionally, that the SFA official signing the claim shall be responsible for reviewing and analyzing meal counts to ensure accurate claims for reimbursement, and that failure to submit accurate claims will result in the recovery of an over-claim and may result in the withholding of payments, suspension or termination of the program. Further, that failure to submit accurate claims reflects embezzlement, willful misapplication of funds, theft, or fraudulent activity.
- The DoD Student Meal Program is extended to both pre-school and kindergarten students who attend a DoDDS school.
- Income Eligibility Guidelines. To ensure uniformity in determining eligibility for free and reduced-price meals, Military Departments components overseas areas shall use the household-size income levels prescribed annually by the Secretary of Agriculture for the "State of Hawaii".
- Addition of ENCLOSURE 4, DOD STUDENT MEAL PROGRAM REVIEW guidance.



DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
4040 NORTH FAIRFAX DRIVE
ARLINGTON, VIRGINIA 22203-1635
Jan 27 2004

MEMORANDUM FOR DIRECTOR FOR DODDS-EUROPE
DIRECTOR FOR DODDS-PACIFIC
DIRECTOR, DDESS/CUBA

SUBJECT: Reissuance of DoD Directive 1015.5, "DoD Student Meal Program"

The attached has been forwarded to the Principal Deputy Under Secretary of Defense via the Deputy Under Secretary of Defense (MC&FP) for formal coordination, approval and publication.

You will be notified immediately upon approval and publication of the subject reissuance. DoDEA, in partnership with the military services, the Army & Air Force Exchange Services, the Navy Exchange Service and the U.S. Marine Corps, will disseminate the policy changes and ensure that all eligible families reapply for the free or reduced-price meal program.

Should you have any questions or need further clarification, please contact Mrs. Anna Lucero, DoDEA Student Meal Program Manager at (703) 588-3503.

A handwritten signature in cursive script, reading "Irma P. Finocchiaro".

Irma P. Finocchiaro
Associate Director for Financial
and Business Operations

Attachments:
As stated

MC&FP BACKGROUND SHEET

Originating directorate: DoDEA

Suspense date:

Suspense #: EP 19150

SUBJECT: Coordination for Reissuance of DoD Directive 1015.5, "DoD Student Meal Program" -- **ACTION MEMO**

ACTION OFFICER/PHONE
Anna Lucero (703) 588-3503

The attached has been proofed, edited, and checked for correct assembly.

Administrative Review

I have reviewed this document and it has my approval.

DoDEA General Counsel

I have reviewed this document and it has my approval.

Director's Signature

Date sent to
DUSD(MC&FP): _____

Date received in
DUSD(MC&FP) front ofc:

Coordination/Review:
EXEC ASST: _____
PRINC DIR: _____

OTHER: _____
DATE CLEARED MC&FP: _____

COMMENTS:

By forwarding the attached package to the PDUSD(P&R), you are recommending that he sign the SD 106 at block 14.a (Tab A), requesting Departmental coordination of DoD Directive 1015.5, "DoD Student Meal Program".

The draft reissuance of DoD Directive 1015.5 is at Tab B.

Coordination is at Tab C.

DUSD(MC&FP) DECISION:

_____ **Approved**
_____ **Disapproved**
_____ **Other:** _____

USAREUR Component Commander's Advisory Council (CCAC)
AGENDA ITEM

ISSUE: Space available tuition-free status for active duty dependents

SUBMITTED BY: 22nd ASG

BACKGROUND:

- Dependents of active duty soldiers cannot attend DoDDS schools space required tuition free unless the sponsor is stationed OCONUS. Families who chose to remain overseas because the spouse is a host nation citizen and the sponsor is stationed in CONUS are penalized for their decision.
- Families geographically separate for a number of reasons; e.g. the dependent is a high school senior, or the sponsor is highly deployable.
- Only the Secretary of Defense or the Assistant Secretary of Defense has the authority per USC, Title 20, Chap 25A, Sec 923 to waive tuition.
- Dependents with strong host nation ties are forced to make an emotionally devastating move rather than pay nearly \$13,000 tuition per school year. Families in similar situations have resorted to hiring a lawyer in the States to designate a legal guardian for the dependent *in loco parentis*.

DESIRED OUTCOME:

- That active duty dependents geographically separated from their sponsors be authorized to enroll in DoDDS schools on a space available tuition free basis.
- USC, Title 20, Chap 25A, Sec 923 be amended to waive tuition for all active duty dependents attending DoDDS.



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT AGENCY
EUROPE REGION OFFICE
UNIT 29353, BOX 200
APO AE 09014-0200

SFIM-EU-MW-C

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Educating School-Age Children

This memorandum expires in 1 year.

1. References:

- a. Department of Defense Education Activity Policy Memorandum 02-OD-02, Home Schooling, 6 November 2002 (<http://www.odedodea.edu/foia/iod/pdf/02OD002.pdf>).
 - b. Memorandum, IMA-Europe, SFIM-EU-MW, 23 October 2003, subject: Child and Youth Services (CYS) FY 2004 Report Requirements/Suspense Calendar (available from the proponent of this memorandum).
 - c. Guidance for Overseas Installation Commanders Regarding Home Schooling, 10 June 2003 (encl).
2. Military and civilian sponsors must ensure their children receive an education. Area support group (ASG) and base support battalion (BSB) commanders are required to encourage all eligible family members who have not completed high school to enroll in an education program approved by the Department of Defense Dependents Schools (DODDS) or an alternative program. Education options include enrollment in a DODDS or local school or homeschooling.
3. To ensure school-age children are being educated, ASG and BSB commanders will ask military and civilian sponsors of command-sponsored school-age children to complete AE Form 352-1B (Parent Choice of Education for School-Age Children). Additionally, ASG commanders will—
- a. Develop local guidance to ensure these forms are available and controls are in place for the security and management of collected information.
 - b. Consolidate information from the forms and report it to the IMA-Europe (SFIM-EU-MW-C) according to the reference in paragraph 1b. This information will be reported 30 April each year using the School Liaison Services Tool.
4. Military and civilian sponsors who have school-age children in the Army in Europe who are eligible to attend but are not enrolled in a DODDS school must enroll them in a DODDS school or complete AE Form 352-1B to show how their children are being educated.

Encl

RUSSELL B. HALL
Director

DISTRIBUTION:
B (AEPUBS)

PARENT CHOICE OF EDUCATION FOR SCHOOL-AGE CHILDREN

The proponent of this form is the IMA-Europe (SFIM-EU-MW-C), Unit 29353, Box 200, APO AE 09014; DSN 370-7272.
Completed forms may be turned in to the office of the ASG or BSB school liaison officer in accordance with local ASG policy.

Data required by the privacy act of 1974

Authority: DOD 1342 GM and DCDD 6400.1

Principal purpose(s): To account for school-age children's education.

Routine use: School liaison officers will provide this information to commanders for appropriate and authorized purposes (for example, allegations of "educational neglect" (DODD 6400.1)).

Disclosure and effect of nondisclosure: Mandatory. Commanders and supervisors of military and civilian sponsors of school-age children may take administrative action for failure to complete this form.

PART I - SPONSOR INFORMATION

| | | | |
|--|-------|--------------------------------------|--|
| Sponsor's name (last, first, middle initial) | Grade | Sponsor's unit | Telephone number (duty) |
| Sponsor's mailing address | | Sponsor's status | <input type="checkbox"/> Military |
| | | <input type="checkbox"/> DA civilian | <input type="checkbox"/> Civilian contractor |
| | | <input type="checkbox"/> Other | <input type="checkbox"/> Nonappropriate fund |
| | | | |

PART II - SCHOOL-AGE CHILD INFORMATION

| Name of child (last, first, MI) | Date of birth (dd/mm/yyyy) | Male | Female |
|---------------------------------|----------------------------|------|--------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |

PART III - PARENTAL CHOICE OF EDUCATION

Check applicable box:

| | | |
|---------|-------------------------------------|--|
| Child 1 | <input type="checkbox"/> Homeschool | <input type="checkbox"/> Host-nation or other local school |
| Child 2 | <input type="checkbox"/> Homeschool | <input type="checkbox"/> Host-nation or other local school |
| Child 3 | <input type="checkbox"/> Homeschool | <input type="checkbox"/> Host-nation or other local school |
| Child 4 | <input type="checkbox"/> Homeschool | <input type="checkbox"/> Host-nation or other local school |

Signature of sponsor

Date

AE FORM 352-1B, date

(TEMPORARY)

This edition expires on XXX 2005